

For Official Use Only

Application Number: _____ - _____

To Land Use Committee: ____/____/____

LUC: Approved/Denied ____/____/____

To Historic Preservation Committee: ____/____/____

HPC: Approved /Denied ____/____/____

Variance No.: _____ -V_____

BP Reinstated: ____/____/____ Expires: ____/____/____



Town of Garrett Park

P.O. Box 84, 4600 Waverly Ave., Garrett Park, MD 20896

Phone: (301) 933-7488 Fax: (301) 929-8932

Please email the completed application to:

managerandrea@garrettparkmd.gov, and

adminelizabeth@garrettparkmd.gov

Choose Type of Permit

- ☐ Building Permit ☐ Variance ☐ Driveway/Parking Pad ☐ Deck/Porch/Stoop
☐ Sidewalk/Street Cut ☐ Demolition ☐ Street Closure

Owner/Applicant Information

Owner: _____

Owner Address: _____

Phone: _____ Fax: _____

Email: _____

Contractor: _____

Contractor Address: _____

Phone: _____ Fax: _____

Email: _____

Project Address: _____

Lot Number: _____ Block Number: _____

Description of Work:

Submit 2 complete sets of plans and specifications, or an electronic file (jpg, gif, pdf) and 1 copy of the plat. Incomplete applications may not be accepted.

- Please review the Town of Garrett Park Building, Housing and Business Regulations : Chapter 4 Code of Ordinances.
- The Town of Garrett Park is an Arboretum. There are Ordinances protecting Town trees: Chapter 7 Code of Ordinances - Sections 715, 716.
- For driveway/parking pads – refer to Chapter 7 Code of Ordinances –Section 712.
- **Notify Town Office when your project is complete.**

NOTICE TO APPLICANT: Your signature is required to validate this form. Upon signing you certify that you have the authority to make this application and that the information is correct.

Signature of Owner or Authorized Agent

Date: ____/____/____

Please Print Name

I certify that I have the authority to make this application, that the application is correct, as a condition for the issuance of this permit. I understand that a permit is issued for ONE year, and must be renewed if the project is not completed within a year.

Permit Fees

Building Permit	\$75 for decks, stoops, porch additions \$.50 per Sq Ft for Accessory Buildings (Min \$25 – Max \$250) \$250 for an addition, reconstruction \$500 for a new home
Variance	\$50
Driveway/Parking Pad	\$100
Demolition	\$0
Street/Sidewalk Cut	\$0
Street Closure	\$0